

LEASING OPPORTUNITY
Petersburg National Battlefield
Grant's Headquarters at City Point Unit
Naldara, Side "B"



REQUEST FOR BIDS
(Term: Up to 3 years)

A. Summary

This Request for Bids (RFB) provides the opportunity for interested individuals and organizations to submit bids to the National Park Service (NPS) to lease NPS property for residential use (single family) at Petersburg National Battlefield under the following general terms and conditions. See attached draft "Lease" for complete terms of occupancy.

Bids are to be submitted to Petersburg National Battlefield Headquarters. Bid Forms must be enclosed in a sealed envelope and received at the following office by 11:00 a.m. each Friday,

beginning October 7, 2016 until a qualified bid is received. The face of the sealed envelope shall show the bidder's name and address, and the receiver's address as shown here:

Superintendent

Petersburg National Battlefield

Bid on Lease of NPS Naldara, Side B

1539 Hickory Hill Road

Petersburg, VA 23803

Form A: OFFEROR IDENTIFICATION FORM

Please provide full identification of the person(s) responsible for the proposal(s) submitted:

Name(s): _____

Home
Address(es): _____

How long have you lived at the above-mentioned address(es)?: _____

Education, Degrees, Licenses, Designations, Special
Skills: _____

Name of Current Employer: _____

Dates of Employment: _____

Title of Position Most Recently Held: _____

Brief Description of Duties & Responsibilities (Include # of people supervised):

Business Address(es): _____

Nature of Business: _____

Telephone number(s): _____

Fax number(s): _____

E-mail address(es): _____

REFERENCES (2 Personal and 2 Professional)

Personal References:

Personal Reference # 1

Name:_____

Address:_____

Telephone number(s):_____

Fax number:_____

E-mail address:_____

Personal Reference # 2

Name:_____

Address:_____

Telephone number(s):_____

Fax number:_____

E-mail address:_____

Professional References:

Professional Reference # 1

Name:_____

Address:_____

Telephone number(s):_____

Fax number:_____

E-mail address:_____

What is your relationship to this person?

Professional Reference # 2

Name: _____

Address: _____

Telephone number(s): _____

Fax number: _____

E-mail address: _____

What is your relationship to this person?

PROPOSED OCCUPANCY	
Names of Each Proposed Occupant	Birthdate

Credit Information

1. Has Offeror ever defaulted from or been terminated from a management contract or lease, or been forbidden from contracting by a public agency or private company?

☐ YES

☐ NO

If YES, provide full details of the circumstances.

- 2) List any Foreclosures, Bankruptcies, Transfers in Lieu of Foreclosure and/or Work-Out/Loan Modification Transactions during the *past 10 years*. (If none, so indicate)

Name of Property	City State	Property Type	Approximate Loan Amount	Lender	Year of Event

Attach an explanation of circumstances, including resolution, bankruptcy plan, and/or other documentation as appropriate.

- 3) Describe any fines or penalties levied by government agencies during the *past 10 years*. (If none, so indicate)
- 4) Describe any pending litigation or current lawsuits which if adversely resolved would materially impact the financial position of the Offeror.
- 5) If you are determined to be the highest bidder, your real estate broker will provide us with information similar to the following:
 - i) Personal Financial Statements
 - ii) Latest Financial Statement for business for past 2 years
 - iii) Credit Reports for the entity and key principals, from a major credit reporting company such as Equifax, Experient and Dunn & Bradstreet.

I acknowledge that this information is provided as my official response to the National Park Service Request for Bid for the Naldara, Side B:

Signature of Bidder(s)

Date

Printed Name of Bidder(s)

Form B: PROPOSED USES FORM

1. (check one) My use of the property: _____ will _____ will not comply with the terms and conditions stated in the “draft” lease attached to this RFB.
2. I anticipate that I will require the following number of parking spaces:
Number of spaces for residents: _____
Number of spaces for visitors: _____
3. If your use will not comply with the terms and conditions of the “draft” lease, please explain:

4. I am submitting a bid for the following amount of rent:
Annual Rent Offered: _____
NOTE: Your offer must be approximately \$10,800.00 annually. A certified Real Estate Appraiser hired by the National Park Service has established the fair market rent as approximately \$10,800.00 annually. The terms of the “draft” lease were considered in this determination. Total rent offered will be based on the Annual Rent Offered multiplied by the term of your bid.
5. (check one) I am submitting a bid for the following term:
____ one year Total Rent Offered: _____
____ two years Total Rent Offered: _____
____ three years Total Rent Offered: _____
____ term of my bid is: _____ Total Rent Offered: _____
6. I would like to begin occupancy on the following date: _____
(The National Park Service will determine the start date of this lease. It is anticipated it will be on or around July 1, 2016. Your information is for planning purposes only; it does not guarantee that your occupancy will begin on that date.)

I acknowledge that this information is provided as my official response to the National Park Service Request for Bid for the Naldara, Side “B”:

Signature of Bidder(s)

Date _____

Printed Name of Bidder(s)